**NOTE:** Feel free to use this template either in its entirety or as a jumping-off point for the real-life work issues you face as a result of the salary inequities you face. Make sure all signatories understand that these letters may be passed to CalHR and posted on the CAPS Website.

Dear CalHR,

We are the CLASSIFICATIONs in DEPARTMENT’s PROGRAM/UNIT. We are monitoring the bargaining process closely, because the outcome will factor into our future employment decisions. CalHR's response will show whether this administration values scientists and our work. We've also talked to our managers, who are likewise monitoring this negotiation because they recognize that its results will have implications for our entire program for years to come.

**Without prompt action to address this pay inequity, we anticipate adverse impacts to our program in terms of hiring, morale, and retention**. We urge the Newsom Administration to correct this pay disparity as soon as possible.

**Within our program, there is no distinction between tasks assigned to the UNIT 10 CLASSIFICATION series and OTHER UNIT CLASSIFICATION/OTHER, HIGHER UNIT 10 CLASSIFICATION series.** Staff from both are distributed across all teams and participate in a mix of technical and policy-based work without regard to classification. CLASSIFICATIONs lead workgroups with equal frequency, often providing direction to both CLASSIFICATIONs. It is demoralizing for CLASSIFICATIONS tasked with these responsibilities to earn PERCENT RANGE less than CLASSIFICATION for the same work, let alone earn less than the OTHER UNIT CLASSIFICATION under their charge. Due to the pay inequity, some of PROGRAM/UNIT’s team leaders and project managers are the lowest paid staff of the teams they lead.

**PROGRAM needs CLASSIFICATIONs to successfully carry out its mandate.** UNIT 10 CLASSIFICATION in PROGRAM often have more extensive training, advanced degrees, and interdisciplinary experience than their OTHER UNIT CLASSIFICATION colleagues, which helps them navigate the nebulous space between technical assessment and regulatory implementation. Our program currently has CLASSIFICATIONs and CLASSIFICATIONs with backgrounds in DEGREE/SPECIALTY AREAS. Diversity in perspective is essential for productive teamwork and informed decision-making. The program will lose breadth of experience if positions are converted to OTHER UNIT CLASSIFICATIONs to attract candidates through higher compensation.

**PROGRAM must remain competitive to attract and retain top talent that can further its mission.** Scientists working for the Federal Government and for counties across California earn significantly higher salaries than those working for DEPARTMENT. The maximum salary for a San Francisco County Senior Environmental Specialist is 21.4% more than the maximum for DEPARTMENT’s Senior ES position, and the salary for a Federal Scientist (GS-13) is 32.33% more. In addition, California’s Air Resources Board (ARB) pays their scientists like engineers; PROGRAM has already lost ESs to ARB.

**The pay inequity problem is apparent to those external to the program as well**. Various NGOs have spoken about the need to fairly compensate the scientists in PROGRAM. EXAMPLES OF EXTERNAL REPORTING/COMMENTING ON PAY INEQUITY PROBLEM.

**This is an opportunity for the Newsom Administration to demonstrate its commitment to those who work hard every day to ensure that California excels in scientific leadership and environmental protection.** We are enthusiastic about PROGRAM’s many successes to date and know that more equitable compensation will help PROGRAM attract and retain the diverse and innovative scientists needed to lead the nation in PROGRAM GOALS.

Sincerely, the undersigned scientists of PROGRAM,

FIRSTNAME LASTNAME, DEGREE(s)